

Council on Aging Board Meeting

September 8, 2004

In Attendance:

Chairman Paul Keegan, Vice-Chairman Helene Tanenholtz, Board members Al Crommett, Lillian Goodman, Helen McLaughlin, Tim Swiss, and Secretary John Concordia. Director Sharon Yager, Volunteer Coordinator Elaine Baskin, and Outreach Coordinator Walter Rice were also present.

1. Chairman's Comments:

The Chairman opened the meeting at 10:10am. Minutes of the August 11, 2004 meeting were reviewed and accepted.

2. Director's Comments:

Sharon reported that a new Senior Aide position was filled and assignments adjusted. Layah Lehman will now act as editor of the newsletter and Bob Oetting will concentrate on advertising issues.

Sharon is helping to organize an Emergency Preparedness Program with the Commission on Disabilities.

On a personal level, Sharon reported that she may be out for some time, possibly 2 months or more, while she completes her plan to adopt a young girl from Russia. During her absence, Michael Hale will manage the department in addition to his duties as assistant town manager.

3. Liaison Reports:

CMAA—No report

Friends of the SCC, Inc.--Helene reported that the Friends are planning a change in financial reporting procedures for the Newsletter, as advertising revenues are a constant concern.

Elder Services, Worc./Outreach: Walter Rice presented a lengthy report of his activities for the month which included several interfaces with Elder Services. Lou Swan is now the director of Elder Services.

Volunteer Updates: Elaine Reported on her activities for the month. The Health Fair is the principal effort for the next few weeks.

4. Old Business:

Lillian reported that the health fair effort is moving along well toward October 1st. The final committee meeting will be held next week.

Paul updated the board on the nutrition program activity—a new site manager was introduced by the Age Center today. The food supplier will continue to be Chartwell with a new contract awarded on September 1st, 2004. Some new packaging techniques may be forthcoming which may improve the day to day operations for our MOW drivers and volunteers. A new warehouse in Webster is also anticipated.

Paul suggested that Sharon develop a plan for temporary MOW drivers during the summer months so that vacations can be arranged without disrupting delivery schedules to MOW recipients.

MCOA conference—Sharon asked board members to provide input to her by next week regarding attendance.

5. New Business:

Newsletter Changes—Some discussion was held with regard to the expansion to a 12-page document. Sharon indicated that cost impact was negligible.

Respectfully submitted
John Concordia, Secretary